

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
TUESDAY, JULY 20, 2004
12:15 P.M.**

Commissioners Present: Ray Stevens, Chair
Larry Hudkins, Vice Chair
Bernie Heier
Deb Schorr

Commissioners Absent: Bob Workman

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Bruce Medcalf, County Clerk
Trish Owen, Chief Deputy County Clerk
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 12:17 p.m.

AGENDA ITEM

**1 APPROVAL OF THE STAFF MEETING MINUTES OF THURSDAY,
JULY 15, 2004**

MOTION: Schorr moved and Heier seconded approval of the Staff Meeting minutes of July 15, 2004. Heier, Schorr and Stevens voted aye. Hudkins was absent from voting. Motion carried.

Hudkins arrived at 12:18 p.m.

2 ADDITIONS TO THE AGENDA

None were stated.

3 BUDGET WORK SESSION - Dave Kroeker, Budget & Fiscal Officer

Dave Kroeker, Budget & Fiscal Officer, reported on changes to the City's budget and how they will impact the County.

Kroeker also presented the following documents (Exhibit A):

- Lancaster County, Comparison FY05 to FY04 Expense Budget
- FY05 Valuations & Tax Rates
- Budget Adjustments 7-14-04, 7-15-04
- Grant Activity 7-1-03 to 6-30-04 and Budget for FY05
- Grants Fund, Agency 837, For Year Ended 6-30-04
- Grants Fund, Agency 693, As of 6-30-04
- \$91,837, Lancaster County, Nebraska; Nebraska Association of County Officials Lease-Purchase Agreement, Debt Service Schedule (Emergency Management Mobile Command Post)
- \$91,837, Lancaster County, Nebraska; Nebraska Association of County Officials Lease-Purchase Agreement, Sources & Uses (Emergency Management Mobile Command Post)

Joe Kelly, Chief Deputy County Attorney, appeared and responded to the Board's request for a \$20,000 reduction to the County Attorney's budget. He said Consulting Services (3057) and Medical Services (3058) are areas that the County Attorney may be able to reduce.

Heier asked whether the County Attorney would be willing to transfer an additional \$20,000 in Drug Forfeiture Funds to the Drug Court to sustain that program.

Kelly said no, explaining that the funds cannot be used to augment the County budget.

Hudkins said the Board may not be able to fund the program with tax dollars.

Board consensus was to reduce the County Attorney's budget by \$20,000.

Norm Agena, County Assessor/Register of Deeds, appeared and asked the Board to restore the \$35,000 that was cut from his budget. He said the funds are needed to implement an enhancement to OASIS (computer assisted mass appraisal database) and to hire and equip temporary employees to look at the properties that sustained tornado damage.

Schorr asked whether the County would qualify for Federal Emergency Management Agency (FEMA) reimbursement.

Gwen Thorpe, Deputy Chief Administrative Officer, said it is doubtful, as visiting damaged properties is part of the Assessor's normal duties. She agreed to check with FEMA.

Stevens asked whether proceeds from the bond issue can be used to purchase computer equipment needed for the OASIS enhancement.

Agena said those funds have been allocated.

Agena said he also lacks the staff and resources to prepare and present testimony at Tax Equalization and Review Commission (TERC) hearings and said the County will need to cover the cost of outside appraisers from the Board of Equalization (BOE) budget.

Kroeker questioned whether there are sufficient funds in the BOE budget to cover the TERC hearings.

Agena said he will know how many cases will be going to TERC by the end of August and will be able to estimate the cost at that time.

Board consensus was reduce the County Assessor budget by \$35,000.

The Board also reviewed the Clerk of District Court's budget. No action was taken.

Kroeker said Families First & Foremost (F³) has agreed to absorb the \$10,000 increase in its rent.

The Board scheduled additional budget discussion on the July 22, 2004 Staff Meeting agenda.

4 ACTION ITEMS

A. City-County Common Agenda Items (August 2, 2004)

Item held.

B. Letter of Authorization for Randall Funding to Write 2004 Nebraska Department of Health and Human Services (HHS) Substance Abuse and Mental Health Services Administration (SAMHSA) Conference Grant

Thorpe said there is a 25% cash match requirement and said staff time and registration fees will be used to offset the cost.

MOTION: Hudkins moved and Heier seconded approval. Heier, Hudkins, Schorr and Stevens voted aye. Motion carried.

C. Microcomputer Requests:

1. C#2004-285, \$475.50 from the Adult Probation Budget for a 17" Flat Panel Monitor
2. C#2004-287, \$1,847.63 from the Community Corrections Budget for a Pentium IV, 17" Monitor, Etc.

Item held.

D. Letter of Agreement for the Rural Public Transportation Program

MOTION: Heier moved and Hudkins seconded approval. Hudkins, Heier, Stevens and Schorr voted aye. Motion carried.

E. Board of Equalization Schedule

Stevens noted the Board of Equalization will not hold hearings on Wednesday, July 21, 2004 and will start hearings at 2 p.m. on Thursday, July 22, 2004.

MOTION: Heier moved and Hudkins seconded approval of the revised schedule. Schorr, Stevens, Hudkins and Heier voted aye. Motion carried.

5 ADJOURNMENT

MOTION: Hudkins moved and Heier seconded to adjourn the meeting at 1:23 p.m. Hudkins, Heier, Stevens and Schorr voted aye. Motion carried.

Bruce Medcalf
Lancaster County Clerk